



**Erie Metropolitan Transit
Authority Minutes
October 24, 2022**

BOARD MEMBERS present via ZOOM:

ATTENDANCE:

Ashley Lawson, Chair
Jessica Molczan, Vice Chair
Lyn Twillie-Darby, Secretary/Treasurer
Shantel Hilliard
George Willis
Ben Wilson (absent – excused)
Vacant position

STAFF PRESENT:

Jeremy Peterson, CEO
Dave Robinson
Ed Torres
Vicky Takach
Joyce Butts
Dani Duran
Theresa Croll
Sarah Morrison

GUESTS

Sheila Woeger
Julie Minich
Emily Aloiz
Martin Halligan
Deb Petroff
Passle Helminski

IN ATTENDANCE VIA ZOOM:

Attorney, Jill Nagy 8574 (Sean Summers)

CALL TO ORDER:

Ashley Lawson, Chair, called the meeting to order.

APPROVAL OF THE AGENDA FOR October 24, 2022:

Ashley Lawson called for the review and approval of the AGENDA for the October 24, 2022, meeting. George Willis made a motion to approve the AGENDA as printed. Lyn Twillie Darby seconded. Motion carried.

APPROVAL OF THE MINUTES FOR September 26, 2022:

Ashley Lawson called for the review and approval of the MINUTES from the September 26, 2022, meeting. Lyn Twillie Darby made a motion to approve the MINUTES. Shantel Hilliard seconded. Motion carried.

ANNOUNCEMENTS:

No announcements

PUBLIC COMMENTS:

Passle: Announce at last D&E meeting – started strategic planning with Dave Robinson. Was a good start.

CEO REPORT:

- PennDOT has new Deputy secretary Andy Batson – Toured facility. Fritz system.
- New Hub at Community College – Old Villa site – W 8th Street. Transfer Point.
- New World Energy – agreement. Utility price reduction. Energy managers: Handle RFP for energy – get great deals on natural gas for next 4 years. Lock the prices in. Looking to lock in electrical pricing as well.



Will result in huge savings.

- New 25-year charter. City and County both approved the charter. Passed unanimously.
- DEI training scheduled – Board and administrative staff will have training by Deborah Vereen for DEI training on October 27. Will be 9am – noon. Arrive at 845am. At Booker T Washington Center. Parking right across street from organization. Some parking in the rear.
- FTA – focusing on DBE and Title VI plan – DBE doing outreach and starting to bear fruit. New potential vendors.

SOLICITOR’S REPORT:

Procedural issues with 25-year charter will be handled. There will be things in newspapers. Received FTA concurrence for PennDOT for bayfront project.

COMMITTEE REPORTS

EXECUTIVE COMMITTEE:

Ashley Lawson – nothing to report.

FINANCE COMMITTEE:

Financials from September were reviewed. Some updates were done to June financials. All information has been provided to the auditors.

George Willis made a motion to approve the financials as presented. Lyn Twillie Darby seconded. Motion carried.

PERSONNEL COMMITTEE:

Lyn Twillie Darby – Hiring data:

DEI training scheduled – Board and administrative staff will have training by Deborah Vereen for DEI training on October 27. Will be 9am – noon. Arrive at 845am. At Booker T Washington Center. Parking right across street from organization. Some parking in the rear.

October TOTAL NEW HIRES: 4

October TOTAL INTERVIEWS: 40

6 more pending hires into November (pending pre-employment checks)

MARKETING COMMITTEE:

Sarah Morrison will report for Dr. Wilson: Met last week to discuss marketing activities. Stuff the bus campaign – Dec 2 at Millcreek Mall. Toy drive box in lobby. Outfitting conference room with AV equipment to use our facility.

Advertising campaign with Erie Otters started with new season.

Updating literature and updating website.

Request that purpose/mission and value statement to be approved by the board.

Lyn Twillie Darby made the motion to approve the purpose/mission and value statement as presented. George Willis seconded. Motion carried.

- **Purpose:** To provide a variety of safe, efficient, and effective transportation services that are responsive to the mobility needs of Erie County.
- **Mission:** provide integrated mobility solutions to safely connect people to places and contribute to the region’s economic and environmental sustainability.
- **Values: EMTA**
 - Excellence



- Mobility
- Transparency
- Adaptability

OPERATIONS COMMITTEE:

Jessica Molczan – LIFT ridership was 10,574 of which 3,136 were ADA rides. FIXED rides were 109,901 for the month.

PLANNING COMMITTEE:

George Willis – no updates unless Jeremy has updates for the center. Jeremy indicated that he sent letter to FTA to try to find out joint development plan – has it been accepted? Still no response. Per Jill Nagy, leases are ready to go. Just need final approval from FTA.

NEGOTIATING COMMITTEE:

Jeremy Peterson – no updates.

CHAIRWOMAN'S REPORT:

Need a nominating committee for vacant seat. Tom Bly's term has ended. Need to accept nominations for the next officer position. Asked for input from Jill Nagy. Nominations committee needs to have discussions by November 15 if possible. A two-person nomination committee is fine. George Willis and Shantel Hilliard both stated that they would serve as vice chair if someone would serve as chair. Appointing Dr. Ben Wilson to chair nominations committee. Shantel and George will serve as vice chairs. Lyn asked for an update on board member terms. Jeremy and Jill will work through the dates and get a memo to the board. Thank you to EMTA for great presence for Erie Homecoming. EMTA shuttled many visitors around town. Very friendly drivers and buses were immaculate. Thank you to Lyn Twillie Darby for invitation to AKA Pink Carpet Award Ceremony.

OLD BUSINESS:

Greyhound office – Jeremy had meeting with a security company and will have updates later regarding that meeting.

NEW BUSINESS:

Discussion to move November meeting to November 21 due to Thanksgiving holiday. Board was in agreement to move meeting to November 21.

ADJOURNMENT:

Ashley Lawson called for a motion to adjourn. George Willis made a motion to adjourn. Lyn Twillie Darby seconded. Motion carries.

The next meeting will be **November 21, 2022**, via **ZOOM @ 4:00 p.m.**